

**73<sup>rd</sup> District #2 Integrating Committee Meeting Minutes**  
**April 29, 1999 – 8:00 a.m.**  
**Board of County Commissioners' Conference Room**  
**Cincinnati, OH 45202**

The meeting was called to order by Chairman Brayshaw at 8:12 a.m.

*Board Members Present:* Mayor Dan Brooks, Mr. Joseph Charlton, Mr. Richard Mendes, Mayor Dave Savage, and Mr. Bill Seitz.

*Board Members Absent:* Mr. Pete Heile, Mr. Dick Huddleston and Mr. Joe Sykes.

*Support Staff Present:* County - Mr. Eric Beck, Mr. Joe Cottrill & Mr. Doug Riddiough; City of Cincinnati - Mr. Dick Cline, & Mr. Joe Vogel; City of North College Hill - Mr. John Knuf; Delhi Township - Mr. Bob Bass; Green Township - Mr. Fred Schlimm.

*Also in Attendance:* County - Mr. Ted Hubbard; City of Cincinnati - Mr. Prem Garg; City of Loveland - Ms. Paulette Leeper; OPWC - Ms. Cathy Coldiron.

The first item of the agenda was to approve the District #2 Meeting Minutes from March 19, 1999. Mr. Seitz moved approval; seconded by Mr. Charlton, and passed unanimously. Due to the fact that a full quorum wasn't present, a vote will be retaken at the next meeting.

Chairman Brayshaw moved to the second item of the agenda with regards to the Support Staff Items. Mr. Cottrill presented the newly proposed rating system. The following handouts were provided:

- **SCIP/LTIP Program – Round 14 – Project Selection Criteria** - (July 1, 2000 to June 30, 2001)
- **Addendum to the Rating System** – (Includes Criterion and Definitions)
- **Round 14 Rating System Criteria Report**

The Support Staff addressed each question in detail with open discussion. After much clarification and debate regarding the newly proposed Round 14 Rating System, the following changes were discussed:

- 1.) **Question #1 – Condition** – Mr. Seitz suggested changing SCIP from a (4) to a multiplier of (5).
- 2.) **Question #2 – Safety** – Mr. Hubbard suggested more weight in this category. He would like consideration for a higher ranking of factor (1) under SCIP.
- 3.) **Question #3 – Health** – Mr. Hubbard would also like consideration of an adjustment for LTIP in this category.
- 4.) **Question #4** – Mr. Seitz suggested the SCIP category go from a rating of (4) to (3).
- 5.) **Question #6 – Criterion 6 - Economic Growth – (Typo Error)** – Under Addendum Handout – (First Definition): Directly secure significant new employers: The project is specifically designed to secure *development or employer(s)*, which will add at least 100 or more new employees. The applicant agency must supply specific details of the development, the employer(s), and number of new permanent employees.
- 6.) **Question #7 – Matching Funds (Local)** – Mr. Seitz would like consideration of changing the multiplier from a (5) to a (4).
- 7.) **Question #7 – Matching Funds (Local)** – Mr. Bass suggested we could make the SCIP multiplier a (4) and the LTIP multiplier a (1). However, it was decided to reduce the multiplier under Item #6 Economic Growth from a (5) to a (4) in the LTIP category.
- 8.) **Question #9 – Criterion 9 – Alleviate Traffic Problems** - Under Addendum handout – **Design Year Factor** – Questioning where factors came from. Ten year Urban Growth (1.20) and under Suburban (1.18) and Rural (1.15). What is meant by Urban? Is that the area inside the urban line that OKI develops through the Census? If that were the case, that would include suburban. It shows the urban rate growing faster than the suburban rate under the ten years. The rules actually less than suburban or the urban. Looking at the way our area is growing that fact is not the case. Mr. Hubbard addressed these concerns. Chairman Brayshaw suggested that Urbanized boundary maps be provided with the applications.

- 9.) **Question #10** – Change the date from March 30<sup>th</sup> to March 31<sup>st</sup> wherever applicable.
- 10.) **Question #15** – Change the LTIP rating on the factor from a (2) to a (5) due to typo error.

Mr. Savage stated that a comparison of this new rating system with Round 13 would be helpful to him. The Support Staff stated this would be almost impossible, due to the fact that a lot of this information was not included with the old rating system. This would be a monumental job and very difficult to do.

Mr. Seitz gave an overall summation of what was given to the Support Staff:

- 1.) Factor #9 – ***Respond to the future level of service needs***, and take out ***caused by rapid growth and development***.
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  - (a) Do we change the weighting on Item #4 for SCIP to a lower rating and make it up in a higher rating on Factor #1 (Physical Condition)?
  - (b) Do we on Factor #7 give any weighting at all to LTIP (Local Matching Funds)? If so, where do we reduce an LTIP weighting factor somewhere else? Either in Factor #6 or Factor #8.

After further discussion, Mr. Savage expressed his concerns again, with regards to how the different scenarios could have an impact. Thus, not being able to compare Round 13, puts his decision at a disadvantage. Mr. Seitz stated further, that we have five Board Members that are agreeable to that change and one Board Member reserving judgment.

Mr. Seitz went back to the second issue with regards to Factor #7 - Local Fund Match. Asking Chairman Brayshaw in light of the overall discussions, is that going to be a sticking point? Chairman Brayshaw acknowledged that under Factor #7, he would like to get at least (1) point in the LTIP and take it out of Economic Growth, reducing it from (5) to (4) points. Mr. Mendes stated that it wasn't a sticking point with the City and that it was a reasonable suggestion. All Board Members agreed to this change.

It was suggested for the Support Staff to provide a meeting to discuss these items with the three Board Members that were not present. This would provide them with an update of the meeting, so that a vote could be taken at the next meeting. It was agreed by the Support Staff to schedule a meeting, bringing the other Board Members up to date and to discuss the items of concern. All Board Members present were in agreement with this arrangement. (After the meeting, it was determined this meeting would be set for Wednesday, May 5, 1999, at 1:00 p.m. at the Hamilton County Engineer's Conference Room – Anyone could attend this meeting).

Throughout discussion, the Support Staff was commended for a job well done.

#### *Small Governments Subcommittee Report:*

Mr. Seitz reported the next meeting would be May 20<sup>th</sup>. He noted that after attending his first meeting, that our Support Staff and Board should be commended even more than they have already been commended. As we have a very good set of rules in place and run a much tighter ship than others do. It was stated that Mr. Cottrill was also in attendance with him at the Small Governments meeting.

Mr. Seitz shared that when everyone turns in their application, they are preliminarily ranked. Then each jurisdiction is told where they stand, and that they have thirty days to change their application to get more points. Mr. Cottrill raised this as an issue. He pointed out that Hamilton County doesn't allow this to happen. We go through an appeals procedure and don't allow jurisdictions to resubmit. It was also acknowledged that this particular issue has been raised each year.

Another issue is that our jurisdictions are being penalized at the Small Governments Commission level, as they do not include engineering costs as part of the cost of the project. This makes a difference, because the local match awards more points for local and other fund matching. Apparently we are not sending up to Columbus the engineering costs for our Small Government projects, as a result of which our Small Governments are getting penalized in their rating system. Mr. Seitz requested that when submitting Small Governments in Hamilton County, to include a separate cover letter with engineering costs. This would give them a couple more points. The way they do Economic Health is already penalizing jurisdictions. Mr. Cottrill was requested to follow-up at the next meeting.

Moving to another item, Mr. Charlton requested the following as a future item of discussion. How we as a "Board" effect change when it comes to the state law guidelines that impact what we do. How do we effectively go about addressing issues? As a Board do we write our state legislators? Do we pass a resolution and send to OPWC expressing our concerns? It was acknowledged that OPWC reviews the rules every five years.

*Old Business* – Nothing to report.

*New Business* – Nothing to report.

The next meeting was set for Friday, May 14, 1999 at 8:00 a.m. A motion for adjournment was made by Mr. Seitz and seconded by Mr. Charlton; by consensus the meeting adjourned at 9:55 a.m.

Respectfully submitted,



Cathy Listermann  
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# County of Hamilton

WILLIAM W. BRAYSHAW, P.E.-P.S. COUNTY ENGINEER

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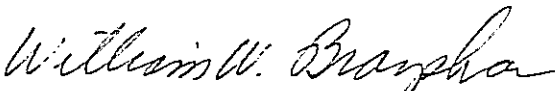
April 22, 1999

TO ALL INTEGRATING COMMITTEE MEMBERS:

During the March 19, 1999 meeting the Integrating Committee gave the Support Staff final directions for completing the Round 14 Rating System. This has been done and is attached. Please review it for discussion at the April 29, 1999 meeting, to be held at 8:00a.m. in the County Commissioners Office, Room 603.

Please be present at the meeting, as we will need to take a vote on the Rating System. If passed, it will be submitted to OPWC for final approval. If you have any questions, please feel free to contact Mr. Joe Cottrill, District 2 Liaison Officer at 946-4257, Mr. Bob Bass, Technical Assistance Facilitator at 922-8609 or Mr. Dick Cline, Technical Assistance Facilitator at 352-6235.

Sincerely,



WILLIAM W. BRAYSHAW, P.E., P.S.  
Chairman, District 2 Integrating Committee

Cc: Support Staff  
Attachment

**SCIP/LTIP PROGRAM  
ROUND 14 - PROGRAM YEAR 2000  
PROJECT SELECTION CRITERIA  
JULY 1, 2000 TO JUNE 30, 2001**

**NAME OF APPLICANT:** \_\_\_\_\_

**NAME OF PROJECT:** \_\_\_\_\_

**SCIP**

**LTIP**

**FIELD SCORE:** \_\_\_\_\_

**FIELD SCORE:** \_\_\_\_\_

**APPEAL SCORE:** \_\_\_\_\_

**APPEAL SCORE:** \_\_\_\_\_

**FINAL SCORE:** \_\_\_\_\_

**FINAL SCORE:** \_\_\_\_\_

**NOTE:** See the attached "*Addendum To The Rating System*" for definitions, explanations and clarifications to each of the criterion points of this rating system.

**1) What is the physical condition of the existing infrastructure that is to be replaced or repaired?**

25 - Failed	<u>SCIP</u> _____	X	<u>4</u> = _____
23 - Critical			
20 - Very Poor	<u>LTIP</u> _____	X	<u>1</u> = _____
17 - Poor			
15 - Moderately Poor			
10 - Moderately Fair			
5 - Fair Condition			
0 - Good or Better			

**2) How important is the project to the safety of the Public and the citizens of the District and/or service area?**

25 - Highly significant importance	<u>SCIP</u> _____	X	<u>1</u> = _____
20 - Considerably significant importance			
15 - Moderate importance	<u>LTIP</u> _____	X	<u>4</u> = _____
10 - Minimal importance			
0 - No measurable impact			

**3) How important is the project to the health of the Public and the citizens of the District and/or service area?**

25 - Highly significant importance	<u>SCIP</u> _____	X	<u>1</u> = _____
20 - Considerably significant importance			
15 - Moderate importance	<u>LTIP</u> _____	X	<u>0</u> = _____
10 - Minimal importance			
0 - No measurable impact			

**4) Does the project help meet the infrastructure repair and replacement needs of the applying jurisdiction?**

*Note: Jurisdiction's priority listing (part of the Additional Support Information) must be filed with application(s).*

25 - First priority project	<u>SCIP</u> _____	X	<u>4</u> = _____
20 - Second priority project			
15 - Third priority project	<u>LTIP</u> _____	X	<u>1</u> = _____
10 - Fourth priority project			
5 - Fifth priority project or lower			

- 5) Will the completed project generate user fees or assessments?
- 10 – No SCIP \_\_\_\_\_ X 5 = \_\_\_\_\_  
 0 – Yes LTIP \_\_\_\_\_ X 0 = \_\_\_\_\_

- j) Economic Growth – How the completed project will enhance economic growth (See definitions).
- 10 – The project will directly secure significant new employers SCIP \_\_\_\_\_ X 0 = \_\_\_\_\_  
 7 – The project will directly secure new employers  
 5 – The project will secure new employers LTIP \_\_\_\_\_ X 5 = \_\_\_\_\_  
 3 – The project will permit more development  
 0 – The project will not impact development

- 7) Matching Funds - LOCAL
- 10 - This project is a loan or credit enhancement SCIP \_\_\_\_\_ X 5 = \_\_\_\_\_  
 10 – 50% or higher  
 8 – 40% to 49.99% LTIP \_\_\_\_\_ X 0 = \_\_\_\_\_  
 6 – 30% to 39.99%  
 4 – 20% to 29.99%  
 2 – 10% to 19.99%  
 0 – Less than 10%

- 8) Matching Funds - OTHER
- 10 – 50% or higher SCIP \_\_\_\_\_ X 2 = \_\_\_\_\_  
 8 – 40% to 49.99%  
 6 – 30% to 39.99% LTIP \_\_\_\_\_ X 5 = \_\_\_\_\_  
 4 – 20% to 29.99%  
 2 – 10% to 19.99%  
 1 – 1% to 9.99%  
 0 – Less than 1%

- 9) Will the project alleviate serious traffic problems or hazards or respond to the needs caused by rapid growth and development? (See Addendum for definitions)
- 10 - Project design is for future demand. SCIP \_\_\_\_\_ X 0 = \_\_\_\_\_  
 8 - Project design is for partial future demand.  
 6 - Project design is for current demand. LTIP \_\_\_\_\_ X 10 = \_\_\_\_\_  
 4 - Project design is for minimal increase in capacity.  
 2 - Project design is for no increase in capacity.

- 10) Ability to Proceed - If SCIP/LTIP funds are granted, when would the construction contract be awarded? (See Addendum concerning delinquent projects)
- SCIP \_\_\_\_\_ X 5 = \_\_\_\_\_  
LTIP \_\_\_\_\_ X 5 = \_\_\_\_\_

- 5 - Will be under contract by December 31, 2000 and no delinquent projects in Rounds 11 & 12
- 3 - Will be under contract by March 30, 2001 and/or one delinquent project in Rounds 11 & 12
- 0 - Will not be under contract by March 30, 2001 and/or more than one delinquent project in Rounds 11 & 12

- 11) Does the infrastructure have regional impact? Consider origination and destination of traffic, functional classifications, size of service area, number of jurisdictions served, etc. (See *Addendum for definitions*)

10 - Major impact

SCIP \_\_\_\_\_ X 0 = \_\_\_\_\_

8 -

6 - Moderate impact

LTIP \_\_\_\_\_ X 1 = \_\_\_\_\_

4 -

2 - Minimal or no impact

- 12) What is the overall economic health of the jurisdiction?

10 Points

SCIP \_\_\_\_\_ X 2 = \_\_\_\_\_

8 Points

6 Points

LTIP \_\_\_\_\_ X 0 = \_\_\_\_\_

4 Points

2 Points

- 13) Has any formal action by a federal, state, or local government agency resulted in a partial or complete ban of the usage or expansion of the usage for the involved infrastructure?

10 - Complete ban, facility closed

SCIP \_\_\_\_\_ X 2 = \_\_\_\_\_

8 - 80% reduction in legal load or 4 wheeled vehicles only

7 - Moratorium on future development, *not* functioning for current demand

6 - 60% reduction in legal load

5 - Moratorium on future development, functioning for current demand

4 - 40% reduction in legal load

2 - 20% reduction in legal load

LTIP \_\_\_\_\_ X 2 = \_\_\_\_\_

0 - Less than 20% reduction in legal load

- 14) What is the total number of existing daily users that will benefit as a result of the proposed project?

10 - 16,000 or more

SCIP \_\_\_\_\_ X 2 = \_\_\_\_\_

8 - 12,000 to 15,999

6 - 8,000 to 11,999

LTIP \_\_\_\_\_ X 5 = \_\_\_\_\_

4 - 4,000 to 7,999

2 - 3,999 and under

- 15) Has the jurisdiction enacted the optional \$5 license plate fee, an infrastructure levy, a user fee, or dedicated tax for the pertinent infrastructure? (*Provide certification of which fees have been enacted.*)

5 - Two or more of the above

SCIP \_\_\_\_\_ x 5 = \_\_\_\_\_

3 - One of the above

0 - None of the above

LTIP \_\_\_\_\_ x 2 = \_\_\_\_\_

## ADDENDUM TO THE RATING SYSTEM

### General Statement

Points awarded for all items will be based on engineering experience, field verification, application information and other information supplied by the applicant, which is deemed to be relevant by the Support Staff. The examples listed below are not a complete list, but only a small sampling of situations that may be relevant to a given project.

### Criterion 1 - Condition

Condition is based on the amount of deterioration that is field verified or documented exclusive of capacity, serviceability, or health and safety issues. Condition is rated only on the facility being repaired or abandoned. (Documentation may include: ODOT BR86 reports, pavement management condition reports, televised underground system reports, age inventory reports, maintenance records, etc., and will only be considered if included in the original application.)

#### Definitions:

**Failed Condition** - requires complete reconstruction where no part of the existing facility is salvageable. (E.g. Roads: complete reconstruction of roadway, curbs and base; Bridges: complete removal and replacement of bridge; Underground: removal and replacement of an underground drainage or water system; Hydrants: completely non functioning and replacement parts are unavailable.)

**Critical Condition** - requires moderate or partial reconstruction to maintain integrity. (E.g. Roads: reconstruction of roadway/curbs can be saved; Bridges: removal and replacement of bridge with abutment modification; Underground: removal and replacement of part of an underground drainage or water system; Hydrants: some non-functioning, others obsolete and replacement parts are unavailable.)

**Very Poor Condition** - requires extensive rehabilitation to maintain integrity. (E.g. Roads: extensive full depth, partial depth and curb repair of a roadway with a structural overlay; Bridges: superstructure replacement; Underground: repair of joints and/or minor replacement of pipe sections; Hydrants: non-functioning and replacement parts are available.)

**Poor Condition** - requires standard rehabilitation to maintain integrity (E.g. Roads: moderate full depth, partial depth and curb repair to a roadway with no structural overlay needed or structural overlay with minor repairs to a roadway needed; Bridges: extensive patching of substructure and replacement of deck; Underground: insituform or other in ground repairs; Hydrants: functional, but leaking and replacement parts are unavailable.)

**Moderately Poor Condition** - requires minor rehabilitation to maintain integrity. (E.g. Roads: minor full depth, partial depth or curb repairs to a roadway with either a thin overlay or no overlay needed; Bridges: major structural patching and/or major deck repair; Hydrants: functional and replacement parts are available.)

**Moderately Fair Condition** - requires extensive maintenance to maintain integrity. (E.g. Roads: thin or no overlay with extensive crack sealing, minor partial depth and/or slurry or rejuvenation; Bridges: minor structural patching, deck repair, erosion control.)

**Fair Condition** - requires routine maintenance to maintain integrity. (E.g. Roads: slurry seal, rejuvenation or routine crack sealing to the roadway; Bridges: minor structural patching.)

**Good or Better Condition** - little to no maintenance required to maintain integrity.

**Note:** If the infrastructure is in "good" or better condition, it will **NOT** be considered for SCIP/LTIP funding unless it is an expansion Project that will improve serviceability.

### Criterion 2 – Safety

#### Definitions:

The design of the project is intended to reduce existing accident rate, promote safer conditions, and reduce the danger of risk, liability or injury (e.g. widening existing roadway lanes to standard widths, adding lanes to a roadway or bridge to increase capacity or alleviate congestion, replacing non functioning hydrants, increasing capacity to a water system, etc. **Documentation required.**)

**Note:** Examples listed above are not a complete list, but only a small sampling of situations that may be relevant to a given project. Each project is looked at on an individual basis to determine if any aspects of this category apply.

### Criterion 3 – Health

#### Definitions:

The design of the project will improve the overall condition of the facility so as to reduce or eliminate potential for disease, or correct concerns regarding the environmental health of the area (e.g. Improving or adding storm drainage or sanitary facilities, replacing lead jointed water lines, etc.)

**Note:** Examples listed above are not a complete list, but only a small sampling of situations that may be relevant to a given project. Each project is looked at on an individual basis to determine if any aspects of this category apply.

### Criterion 4 – Jurisdiction's Priority Listing

The jurisdiction shall submit a listing in priority order of the projects for which it is applying. Points will be awarded on the basis of most to least importance. The form is included in the Additional Support Information.

### Criterion 5 – Generate Fees

Will the local jurisdiction assess fees for the usage of the facility or its products once the project is completed (example: rates for water or sewer). ***The applying jurisdiction must submit documentation.***

### Criterion 6 – Economic Growth

Will the completed project enhance economic growth and/or development in the service area?

#### Definitions:

**Directly secure significant new employers:** The project is specifically designed to secure a particular development/employer, which will add at least 100 or more new employees. The applicant agency must supply specific details of the development, the employer(s), and number of new permanent employees.

**Directly secure new employers:** The project is specifically designed to secure development/employers, which will add at least 50 new permanent employees. The applying agency must supply details of the development and the type and number of new permanent employees.

**Secure new employers:** The project is specifically designed to secure development/employers, which will add 10 or more new permanent employees. The applying agency must submit details.

**Permit more development:** The project is designed to permit additional business development. The applicant must supply details.

**The project will not impact development:** The project will have no impact on business development.

### Criterion 7 – Matching Funds - Local

The percentage of matching funds which come directly from the budget of the applying local government.

### Criterion 8 – Matching Funds - Other

The percentage of matching funds that come directly from outside funding sources.

### Criterion 9 – Alleviate Traffic Problems

The jurisdiction shall provide a narrative, along with pertinent support documentation, describing the existing deficiencies and showing how congestion or hazards will be reduced or eliminated and how service will be improved to meet the needs of any expected growth or development. A formal capacity analysis accompanying the application would be beneficial. Projected traffic or demand should be calculated as follows:

$$\text{Existing users} \times \text{design year factor} = \text{projected users}$$

<u>Design Year</u>	<u>Design year factor</u>		
	<u>Urban</u>	<u>Suburban</u>	<u>Rural</u>
20	1.40	1.70	1.60
10	1.20	1.18	1.15

#### Definitions:

**Future demand** – Project will eliminate existing congestion or deficiencies and will provide sufficient capacity or service for twenty-year projected demand or fully developed area conditions. Justification must be supplied if the area is already largely developed or undevelopable and thus the projection factors used deviate from the above table.

## **Criterion 9 – Alleviate Traffic Problems** - continued

**Partial future demand** – Project will eliminate existing congestion or deficiencies and will provide sufficient capacity or service for ten-year projected demand or partially developed area conditions. Justification must be supplied if the area is already largely developed or undevelopable and thus the projection factors used deviate from the above table.

**Current demand** – Project will eliminate existing congestion or deficiencies and will provide sufficient capacity or service only for existing demand and conditions.

**Minimal increase** – Project will reduce but not eliminate existing congestion or deficiencies and will provide a minimal but less than sufficient increase in existing capacity or service for existing demand and conditions.

**No increase** – Project will have no effect on existing congestion or deficiencies and provide no increase in capacity or service for existing demand and conditions.

## **Criterion 10 - Ability to Proceed**

The Support Staff will assign points based on engineering experience and OPWC defined delinquent projects. A project is considered delinquent when it has not received a notice to proceed within the time stated on the original application and no time extension has been granted by the OPWC. A jurisdiction receiving approval for a project and subsequently canceling the same after the bid date on the application may be considered as having a delinquent project.

## **Criterion 11 - Regional Impact**

### **Definitions:**

**Major Impact** - Roads: major multi-jurisdictional route, primary feed route to an Interstate, Federal Aid Primary routes.

**Moderate Impact** - Roads: principal thoroughfares, Federal Aid Urban routes

**Minimal / No Impact** - Roads: cul-de-sacs, subdivision streets

## **Criterion 12 – Economic Health**

The jurisdiction's economic health is predetermined by the District 2 Integrating Committee. The economic health of a jurisdiction may periodically be adjusted when census and other budgetary data are updated.

## **Criterion 13 - Ban**

The jurisdiction shall provide documentation to show that a facility ban or moratorium has been placed. The ban or moratorium must have been caused by a structural or operational problem. Points will only be awarded if the end result of the project will cause the ban to be lifted.

## **Criterion 14 - Users**

The applying jurisdiction shall provide documentation. Appropriate documentation may include current traffic counts, households served, when converted to a measurement of persons. Public transit users are permitted to be counted for the roads and bridges, but only when certifiable ridership figures are provided.

## **Criterion 15 – Fees, Levies, Etc.**

The applying jurisdiction shall provide documentation to show which fees, levies or taxes is dedicated toward the type of infrastructure being applied for.